

**HARMAR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
THURSDAY April 16, 2015  
HARMAR TOWNSHIP MUNICIPAL BUILDING**

**PRESENT**

Pat Janoski	Chairman
Linda Slomer	Supervisor
Jerry Chalmers	Supervisor
Bob Exler	Supervisor
Kimberly Toney	Supervisor
Chuck Means	Solicitor
Donna Piper	Secretary/Treasurer
Larry Seiler	Engineer

**CALL TO ORDER**

The Chairperson called the Board of Supervisors Regular Business Meeting of April 16, 2015 to order at 7:05 pm. The Pledge of Allegiance was recited.

**PUBLIC COMMENTS**

Alice Kruszek of Heron Avenue asked the Board for assistance with getting her neighbor to address a chimney with loose bricks. Ms. Toney stated, Bill McChesney would look into the issue tomorrow (Friday morning). Mr. Exler stated that he would also look into the issue personally with Mr. McChesney.

Mr. DiPalma announced, the Tax Office would be closed on Monday, May 25<sup>th</sup> for Memorial Day observance. Mr. DiPalma stated the office would be open in the evening on Tuesday, May 26<sup>th</sup> and Wednesday, May 27<sup>th</sup>.

**APPROVAL OF MINUTES**

Mr. Chalmers made a motion to approve the minutes of the March 19, 2015 regular business meeting. Mr. Exler provided the second and the motion was carried unanimously.

**APPROVAL OF TREASURERS REPORT**

Ms. Slomer made a motion to approve the Treasurer's Report as provided to the Board in their meeting packets. Mr. Exler provided the second and the motion was carried unanimously.

## **AUTHORIZE PAYMENT OF BILLS**

Mr. Exler motioned to ratify payment of bills as follows:

- a) Ratify payment of bills from General Fund in response to due dates and discounts

<b>GF Checking</b>	
<b>Date</b>	<b>Expenditures</b>
03/16/15	\$39,280.97
03/24/15	\$17,396.37
03/30/15	\$8,465.56
TOTAL	\$65,142.90

- b) Ratify payment of bills from the Sewer Revenue Fund in response to due dates and discounts

<b>Sew Rev Checking</b>	
<b>Date</b>	<b>Expenditures</b>
03/16/15	\$1,522.67
03/24/15	\$52.29
TOTAL	\$1,574.96

- c) Ratify payment of bills from the Developers Escrow Fund in response to due dates and discounts

<b>Dev Escrow</b>	
<b>Date</b>	<b>Expenditures</b>
03/24/15	\$41.00
TOTAL	\$41.00

- d) Ratify payment of bills from the Police Fund

<b>Police Fund</b>	
<b>Date</b>	<b>Expenditures</b>
03/16/15	\$3,281.75
TOTAL	\$3,281.75

The motion was seconded by Ms. Slomer and carried unanimously.

## **SOLICITOR'S REPORT**

Mr. Means asked the Minutes to show that the Board of Supervisors met in Executive Session on March 25, 2015 and April 16, 2015 to discuss personnel matters.

Mr. Means reported, a hold harmless release agreement was developed for the Clean Up to be held on Saturday, April 25, 2015. The agreement is to be completed by volunteers who participate in the Clean Up.

## **ENGINEER'S REPORT**

Larry Seiler, P.E. of Senate Engineering submitted a written report and added the following information at the meeting:

### **Pitt Ohio Development**

The permanent traffic signal has been installed and approved by PADOT.

### **2014 Paving Project**

There is a recent issue with the area of Ridge Road that was improved in 2014 with gabion baskets. Based upon a recent inspection, the gabion basket and part of the roadway above has slid downward toward Low Grade Road. Mr. Seiler has met with Folino and is looking into the issue further.

### **Guys Run Road Bridge**

The project will require a stream encroachment permit. The road will be closed during construction.

### **2015 Paving Program**

Mr. Seiler will be meeting with the Water Authority in the near future on Orr Avenue to discuss the Authority's future plans. Mr. Seiler also stated that the bid document this year will contain a provision for an alternate additive to the paving materials. It is anticipated that the paving project will be awarded by the Board in May.

## **COMMITTEE AND DEPARTMENTAL REPORTS**

### **Roads**

Mr. Chalmers reported, the F650 is being delivered for customizing of the cab and chassis on April 20<sup>th</sup> and the truck should be delivered to the Township sometime in July.

Mr. Chalmers also suggested that the Board look into improvements to the Forest Highlands pump station.

Mr. Chalmers reported that the Public Works Department videoed the Kephart stormwater drainage pipe and the interior of the pipe appears to be in good condition.

Discussion ensued about the road cut on Shadow Ridge. Dr. Piper will check with Mr. McChesney on the status.

#### Police

The Chair reviewed the written report as provided to the Board and public. Items of interest highlighted by the Chair were: the Department responded to 321 service calls and Officers issued 107 citations.

#### Code Enforcement

The Chair reported that 9 building permits were issued and 2 Occupancy Inspections were completed.

#### Personnel Committee

Nothing to report.

#### Administration

Dr. Piper reviewed the written report as provided to the Board and public. Items of interest highlighted were security updates, ordinance codification and Codes Committee meeting, staff met with PADOT to discuss the traffic signals at the intersection of 910 and Freeport Road, Harmar Water Authority and the Township to share SwiftReach services, DCNR grant for soccer field was submitted, Clean Up scheduled for April 25, and the financial software conversion is in process.

#### Real Estate Tax Collection

The 2014 year-end report prepared and submitted by Mr. DiPalma. The delinquent report is ready to submit to the delinquent collector.

### **CORRESPONDENCE**

The following letters of correspondence were provided to the Board and public:

Fox Chapel Authority Minutes for January 27, 2015

Harmar Water Authority – Public Water Supply Permit to DEP

Harmar Water Authority Financial Report 1/31/2014-1/31/2015

Fox Chapel Authority Financial Report 1/1/2014 – 12/13/2014

### **UNFINISHED BUSINESS**

#### 2015 Newsletter

After a brief discussion in regard to mailing information to all residents in regard to the annual trash pick-up in May, Ms. Toney suggested that a postcard be sent. Ms. Janoski

made a motion to have Dr. Piper send a postcard with the trash pick-up information to all residents. Ms. Toney provided the second and the motion was carried unanimously.

## **NEW BUSINESS**

### **ACATO Annual Convention**

Dr. Piper presented the ACATO Annual Convention information. Ms. Janoski made a motion for the Township to pay the cost for any Board member wishing to attend. Mr. Chalmers provided the second and the motion was carried unanimously.

### **Exoneration of Tax Collector for Uncollected 2014 Real Estate Taxes**

Ms. Toney made a motion to exonerate Mr. DiPalma from collecting the outstanding 2014 real estate taxes. Mr. Chalmers provided the second and the motion was carried unanimously.

### **Appointment of Alternate Member to the Zoning Hearing Board**

Dr. Piper presented information as requested by the Zoning Officer in regard to the Board appointing an alternate member to the Zoning Hearing Board. Mr. Means stated that many communities appoint alternates. Discussion ensued. Dr. Piper will have something put into the newspaper.

## **OTHER BUSINESS ADDED**

### **Electronic Message Board for Municipal Building**

Ms. Janoski spoke in regard to the purchase of a message board sign for the municipal building. Dr. Piper reported that the temporary sign, during the most recent storm event, was pushed three feet and into the fire hydrant which stabilized the sign from moving further and possibly onto Freeport Road. Dr. Piper suggested that a permanent sign would be a safer option and could be used more frequently than the temporary sign. Discussion ensued. Dr. Piper was asked to obtain quotes for a sign.

## **PUBLIC COMMENT(S)**

Mr. DiPlama spoke in regard to Jacoby Road bridge and PADOTs plans to improve the bridge in 2016. There was also discussion in regard to Indiana obtaining a grant to make improvements to the road.

## **BOARD COMMENT(S)**

Ms. Slomer asked if anyone else on the Board could attend the staff meeting on Friday morning (April 17) because she is unable to attend. Mr. Exler volunteered to attend.

Ms. Slomer announced that the Township submitted a CITF grant on March 27<sup>th</sup> through the Council of Governments and Township's staff recently submitted a DCNR grant for the soccer field.

Ms. Slomer made mention that the East Deer Township Manager recently passed away.

Ms. Slomer mentioned the County list of municipal real estate taxes as provided to the Board and that Harmar's real estate taxes are lower than the surrounding municipalities.

### **ADJOURNMENT**

There being no further business before the Board, Mr. Chalmers made a motion to adjourn the meeting at 8:03 pm. Ms. Slomer provided the second and the motion was carried unanimously.

Respectfully submitted

Donna J. Piper, PhD  
Secretary/Treasurer